



HUMAN SERVICES DEPARTMENT WELFARE & SOCIAL SERVICES DIVISION

190 Garden Highway
P.O. Box 1535
Yuba City, CA 95992-1535

(916) 822-7230
FAX (916) 822-7255

EDMUND C. SMITH
Director of Human Services

February 10, 1998

California Department of Social Services
Welfare to Work Divisions
744 P Street, MS 9-701
Sacramento CA 95814

Attention: Jim Brown, Regional Advisor
Welfare to Work Division, CDSS

Dear Mr. Brown:

As per your request the department is making the following clarifications to the Sutter County Welfare Reform Plan:

Page 3 Job Search, Job Club, Employment Assessment (paragraph 1) shall be changed as follows: Sutter County employees in the GAIN Program (who we now refer to as Employment Services Staff) will assess each applicant for public assistance, normally within one hour of their application at our department. Recipients shall receive orientation and appraisal. Based on the appraisal, some will go directly into a Job Search through our FAST TRACK effort. Others will need additional preparation prior to beginning to seek employment. At this level training needs will be assessed, skills will be reviewed, and a plan leading to employment starts to develop. Two years ago, staff from the Sutter County Office of Education Career Training and Education Center were co-located with Sutter County staff. This has improved service and reduced the time necessary to develop a training plan for each recipient.

If you have any questions regarding the Sutter County CalWORKs plan, please do not hesitate to contact me or my staff.

Sincerely,

A handwritten signature in dark ink, appearing to read "E.A. Fischer".

Edward A. Fischer, Assistant Director, Human Services
Director, Welfare and Social Services

EDWARD A. FISCHER
Director of Welfare and
Social Services
(916) 822-7238
FAX (916) 822-7255

MYRNICE VALENTINE
Program Manager -
Administrative Services/GAIN
(916) 822-3212
FAX (916) 822-7255

DONNA VAN METER
Program Manager -
Income Maintenance
(916) 822-7239
FAX (916) 822-7212

MAUREEN SAUNDERS
Program Manager -
Social Services
(916) 822-7382
FAX (916) 822-7384

PATRICIA A. EVANS
Program Manager -
Systems Support
(916) 822-7230 Ext 204
FAX (916) 822-7212



HUMAN SERVICES DEPARTMENT
WELFARE & SOCIAL SERVICES DIVISION

190 Garden Highway
P.O. Box 1535
Yuba City, CA 95992-1535

(916) 822-7230
FAX (916) 822-7255

EDMUND C. SMITH
Director of Human Services

January 27, 1998

California Department of Social Services
Welfare to Work Divisions
744 P Street, MS 9-701
Sacramento CA 95814

Attention Linda Riley

Dear Ms. Riley:

As per your request the department is making the following clarifications to the Sutter County Welfare Reform Plan:

Staff Report Memo dated December 9, 1997:

Page 3 E to be changed as follows:

Persons who fail to secure proper vaccinations for their children will not have their needs considered in determination of the family assistance grant until the vaccinations are started.

Page 3 Job Search, Job Club, Employment Assessment (paragraph 1) shall be changed as follows:

Sutter County employees in the GAIN Program (who we now refer to as Employment Services Staff) will assess each applicant for public assistance, normally within one hour of their application at our department. From that assessment, persons will be assigned to a case load and plans developed which will identify the employment, family, and support needs of the applicant. Some recipients will go directly into a Job Search through our FAST TRACK effort. Others will need additional preparation prior to beginning to seek employment. At this level training needs will be assessed, skills will be reviewed, and a plan leading to employment starts to develop. Two years ago, staff from the Sutter County Office of Education Career Training and Education Center were co-located with Sutter County staff. This has improved service and reduced the time necessary to develop a training plan for each recipient.

Page 4 DIVERSION FROM AID: shall be changed as follows:

A very small number of applicants may be prevented from securing employment due to lack of work tools, clothing, transportation to a work site, or similar one time problem. For this group of applicants we will make available a cash diversion payment in lieu of aid. Should this cash diversion not be successful and the individual reapplies for aid within the amount of time that corresponds with the number of months of aid that would have been received and he or she is determined to be eligible for aid, the county will, at the option of the recipient, either recoup the money from the recipient's grant or count the period of time that corresponds to the number of months of aid that would have been received toward the 60-month time limit on aid.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 8 WELFARE TO WORK ACTIVITIES shall be changed as follows:

Sutter County will provide a range of welfare to work activities to assist CalWORKs participants in seeking and obtaining unsubsidized employment. Priority will be given to activities which are approved by Federal Regulations. The activities are listed below:

- Unsubsidized Private Employment (including self-employment)
- Subsidized Private Employment
- Subsidized Public employment (including Work Study)
- Work Experience
- On-The-Job Training (Including grant-based OJT)
- Job Search and Readiness Assistance
- Community Service
- Vocational Education Training
- Child Care Services
- Assessment*

The following activities will be allowed when it is determine that taking part would significantly improve the chances of the participants to move from welfare to work:

- CalWORKs Adult Basic Education (including basic education, GED and ESL)
- Job Skills training related directly to employment
- Secondary School Attendance
- Supported Work (Job Coaching)
- Transitional employment
- Job Retention Services
- Grant Based OJT

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 10 SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES shall be revised to include the following: *Substance Abuse:*

It is certified that the county's substance abuse treatment will include at least the

following: evaluation, case management, substance abuse treatment, and employment counseling, and the provision of community services jobs.

Mental Health:

It is certified that the county will provide at least the following services: assessment, case management, treatment and rehabilitation services, identification of substance abuse problems, and a process for identifying individuals with severe mental disabilities.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 12 CHILD CARE AND TRANSPORTATION SERVICES - Child Care Paragraph 2 shall be revised as follows: Sutter County Welfare Division will provide payment for child care during the first six (6) months of CalWORKs participation (Stage 1). Children's Home Society (CHS) will provide child care under Stages 2 and 3. CalWORKs recipients who are registered for Employment Services and have child care needs will complete a Children's Home Society Eligibility Questionnaire. When participants become eligible for Stage 1 child care, a copy of the Eligibility Questionnaire will be forwarded to CHS with the effective date of eligibility indicated. When a participant becomes eligible for Stage 2 or Stage 3 child care, the Employment Services will send a CHS CalWORKs Child Care Referral indicating the date that participant is eligible for Stage 2 or Stage 3.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 12 CHILD CARE AND TRANSPORTATION SERVICES - Child Care Paragraph 4 shall be revised as follows: Following the birth of the first child, the caretaker relative will be required to begin or resume participation in the CalWORKs program at 6 months after the birth of the child. However, this may be shortened to 12 weeks or lengthened to one year on a case by case basis, based on the health of the child and caretaker relative, availability of transportation to work activities and child care, the availability of child care and other such circumstance. Following the birth of the second child, the caretaker relative will be required to begin or resume participation in the CalWORKs program at 12 weeks after the birth of the child. However, this may be lengthened to 6 months on a case by case basis, based on the health of the child and the caretaker relative, availability of transportation to work activities and child care, the availability of child care and other such circumstance.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 12 CHILD CARE AND TRANSPORTATION SERVICES - Transportation: Paragraph 2 shall be revised as follows: Public transportation is available, however it is currently limited in routes and hours of operation. It is anticipated that the transportation needs of the majority of CalWORKs participants will be met in one of the following ways: Public transportation including special arrangements made between the County and the local public transportation provider, car pools, private vehicles, arrangements with county staff to provide transportation, arrangements with employers or supervisors to provide transportation. Transportation costs, which shall be governed by regional market rates, as determined in

accordance with regulations established by the department.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 15 WORKING WITH VICTIMS OF DOMESTIC VIOLENCE shall be added as follows:

Until the State develops criteria regarding domestic violence, the county will use existing GAIN criteria for substantial and compelling good cause for non-participation as exists in current GAIN regulations.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 16 PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES shall be revised as follows:

The outcomes for Goals One, Two and Three will be tracked using the GEMS and ISAWS information management systems. The outcome for Goal Four, will be tracked manually, by keeping record of the number of employers working with our job developers prior to and following the implementation of CalWORKs.

Sutter County Cal-WORKs Plan dated October 30, 1997 Page 25 CERTIFICATION:

A signed copy is attached.

If you have any questions regarding the Sutter County CalWORKs plan, please do not hesitate to contact me or my staff.

Sincerely,

A handwritten signature in black ink, appearing to read 'Edmund C. Smith', with a large, sweeping flourish extending to the right.

Edmund C. Smith
Director

Attachment

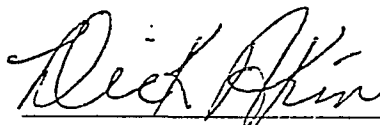
CERTIFICATION

THIS PLAN HAS BEEN DEVELOPED IN ACCORDANCE WITH THE APPROPRIATE FEDERAL, STATE AND COUNTY LAWS AND REGULATIONS. THE TERMS OF THIS PLAN, INCLUDING ALL CERTIFICATIONS WITHIN THIS PLAN, AND ALL APPLICABLE LAWS AND REGULATIONS WILL BE FOLLOWED DURING THE IMPLEMENTATION AND EXECUTION OF THIS PLAN.

County Welfare Department Director's
Signature

A handwritten signature in dark ink, appearing to be "L. L. ...", written over a horizontal line.

Chairperson of the Board of Supervisors
Signature

A handwritten signature in dark ink, appearing to be "Dick ...", written over a horizontal line.

FAXDate 4-13-98Number of pages including cover sheet 5TO: Linda Riley
CDSS

Phone

Fax Phone 916-654-1295

CC: _____

FROM: Sutter County Department
of Human Services-
Welfare & Social Services
Division

539 GARDEN HWY,

SUITE A

P. O. BOX 1535

YUBA CITY, CA 95992

Mynrice Valentine

3212

Phone (530) 822-7238

Fax Phone (530) 822-7255

REMARKS: ☐ Urgent ☐ For your review ☐ Reply ASAP ☐ Please Comment

Please incorporate this "State
Hearings and Formal Grievances" policy
into the Sutter County Plan

STATE HEARINGS AND FORMAL
GRIEVANCES

Throughout the process of evaluation and registration for the GAIN Program, department staff advise participants of their rights, duties, and responsibilities, including their right to file grievances and ask for state hearings if they believe that they are not receiving services according to the law and state regulations.

If a program participant is involved in conciliation, every effort is made to mediate and resolve those issues behind the problem. It is the intent of the Sutter County GAIN Program to resolve every possible problem situation at the earliest possible point in the process.

When a participant believes that any program requirement or assignment is in violation of the contract, or is inconsistent with the program, the CWD informs her/him of the right to either request a State Hearing, file a formal grievance based on the procedures established in Section 5302 of the Unemployment Insurance Code, or to file a formal grievance based on the procedures established by the County Board of Supervisors.

State Hearing

The CWD informs the individual of his/her right to file an appeal through the State Hearing process. The Fair Hearing process follows the regulations set forth in the California SDSS Manual, Division 22, Chapters 22-000 through 22-240.

Formal Grievance (Section 5302 of the Unemployment Insurance Code)

The procedures established for a formal grievance by the Unemployment Insurance Code are the same as those required for a cause determination and formal conciliation. The procedures does not exceed 30 days.

Formal Grievance (County Board of Supervisors)

The procedures established by the Sutter County Board of Supervisors are as follows:

All requests for a hearing shall be submitted in writing to the County Welfare Director. The Director will designate a Hearing Officer who will hear the matter within 10 days. The procedures will include the following unless waived by the GAIN participant:

- A. A prompt hearing before an independent, impartial Hearing Officer. The Hearing Officer will be selected from a panel established by the Sutter County Board of Supervisors.
- B. The right to present evidence and question witnesses.
- C. The right to a written statement from the County in advance of the hearing setting forth the facts and basis of the County's position.

- D. The right to a written decision making finding of fact and conclusions of law and informing the participant of his right to appeal the decision through the State hearing procedure.
- E. The right to be represented by an attorney or other representative.
- F. The right to have access to all relevant documents and information in advance of the hearing.
- G. The right to a tape recorder or other verbatim record of the hearing.

The designated GAIN Appeals Hearing Officer will make a written recommendation to the Welfare Director within 15 days of the request for a hearing. The Welfare Director shall render a final decision within 10 working days of receiving written recommendation of the Hearing Officer. At the discretion of the Welfare Director the final decision may be consistent with or independent of the recommendation of the Hearing Officer. Written notice of the Welfare Director's decision will be mailed to the claimant within 30 days of the initial request for a hearing. The Welfare Department will act on the decision of the Welfare Director within 10 working days. The claimant may appeal the formal grievance decision through the State Hearing Process.

The sole issue for resolution through a formal grievance procedure will be whether a program requirement or assignment is in violation of the contract or inconsistent with the program. Formal grievance procedures may not be used to appeal the outcome of a State Hearing, the requirement to sign a basic contract, or the result of an assessment.

The individual will be required to participate in GAIN during the course of formal grievance procedures to avoid being sanctioned in accordance with MPP 42-787.6.

If the individual involved has already completed formal conciliation under the UI code regarding the same issue, the only formal grievance procedure which he/she may select is the Board of Supervisor's grievance procedure.

A participant may request a State Hearing instead of a formal grievance procedure, or to appeal the outcome of a grievance procedure.

Confidentiality of Information

In accordance with Welfare and Institutions Code Section 10850 and Chapter 40-100 of the State of California Eligibility and Assistance Standards, all GAIN participant applications and records are confidential and not open to examination for any purpose not directly connected with the administration of the program.

The GAIN Program is administered in a manner which is consistent with and achieves basic program purposes; which respects individual rights; which does not violate individual privacy or personal dignity; and which is in accordance with the policies and principles governing the delivery of public assistance as set forth in Chapter 40-100.



HUMAN SERVICES DEPARTMENT

Edmund C. Smith, Director
Administrative Office
1445 Circle Drive
P.O. Box 1510
Yuba City, California 95992

December 26, 1997

(916) 822-7327
FAX 822-7223

Curtis Howard
Welfare to Work Division
California Department of Social Services
744 P Street, M.S. 9-701
Sacramento, CA 95814

Dear Mr. Howard:

Attached please find a copy of the Sutter County CalWORKs Plan which has been approved by the Sutter County Board of Supervisors.

Included with the Plan is the Staff Report which the Board of Supervisors had in relation to the Plan at their meeting of December 16, 1997, which should be considered part of the Plan. Additionally, there are materials from the Live Oak Adult School, the Career Training and Education Center of the Sutter County Superintendent of Schools Office, correspondence from the Sutter County Superintendent of Schools and a letter from Glad Tidings Church which were received after the posting of the agenda materials, which should be considered part of the input received during the development of this Plan.

Development of this plan was a collaborative effort between the Sutter County Department of Human Services, its Welfare Division and a variety of community groups and organizations. We believe the Plan will be of great assistance in implementing the CalWORKs program in Sutter County, and we look forward to receiving your certification so we may proceed to implement the provisions of the Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Edmund C. Smith".

Edmund C. Smith
Director

cc: Ed Fischer, Assistant Director Human Services Welfare Division

Bi-County Mental Health	*	Welfare	*	Social Services	*	GAIN	*	Public Health	*	Outpatient Clinic
(916) 822-7200		(916) 822-7230		(916) 822-7155		(916) 822-7133		(916) 822-7215		(916) 822-7240
FAX 822-7108		FAX 822-7212		FAX 822-7213		FAX 822-7213		FAX 822-7223		FAX 822-7105



HUMAN SERVICES DEPARTMENT

Edmund C. Smith, Director
Administrative Office
1445 Circle Drive
P.O. Box 1510
Yuba City, California 95992

STAFF REPORT

(916) 822-7327
FAX 822-7223

MEMO TO: SUTTER COUNTY BOARD OF SUPERVISORS

MEMO FROM: EDMUND C. SMITH DIRECTOR OF HUMAN SERVICE

SUBJECT: APPROVAL OF WELFARE REFORM PLAN

DATE: DECEMBER 9, 1997

RECOMMENDATION:

It is the recommendation of the Director of Human Service that the Sutter County Board of Supervisors approve the **CAL-WORK's** Plan for Sutter County and authorize the plan submission to the State of California Department of Social Service for their review. This plan has been reviewed by the Board's Health Committee and comes with their recommendation for approval.

BACKGROUND:

In September 1996 staff appeared before your Board to identify the challenges presented by the change in our national system of providing public assistance. The Federal Law changed Aid to Families with Dependent Children (AFDC) to Temporary Assistance to Needy Families, (TANF) and made a number of changes in the administration of this program. It is this portion of welfare reform we are addressing in our **CAL-WORK's** Plan. At the September 1996 meeting some of the primary principles contained in the new Federal law were identified, they included:

- A. Welfare is no longer an entitlement for adults. Each person is eligible for aid up to a maximum of five years.
- B. All persons receiving aid must be involved in "work activities" after certain criteria are met.
- C. Most Sutter County aid recipients experienced a reduction of aid grants by 9.6% in January 1997.

Si-County Mental Health	*	Welfare	*	Social Services	*	GAIN	*	Public Health	*	Outpatient Clinic
(916) 822-7200		(916) 822-7230		(916) 822-7155		(916) 822-7133		(916) 822-7215		(916) 822-7240
FAX 822-7108		FAX 822-7212		FAX 822-7213		FAX 822-7213		FAX 822-7223		FAX 822-7105

December 9, 1997

- D. Teen parents must live with a responsible adult to receive aid.
- E. The food stamp program will remain an entitlement program until the year 2002.
- F. Aid grant amounts will not increase if a recipient family has another child.
- G. Specified categories of aid recipients will be eliminated from eligibility in programs provided by the Social Security Administration.
- H. State legislatures assumed responsibility for designing the welfare system for each state.
- I. The Medi-Cal program remained unchanged.

As the State of California passed its welfare reform legislation, staff of Sutter County was preparing the plan which you are asked to approve.

In developing the plan you are reviewing this evening, our staff changed its focus from an organization that saw its primary mission as the dispensing of aid, (cash grants, food stamps, etc.) to an organization that encourages its clients to be responsible for their own well being and that of their family. We began the **JOB'S NOW** approach in May 1996, which encouraged applicants for public assistance to seek, obtain, and maintain employment now. After obtaining employment, persons could enter into training programs to improve their employment status. We added our **FAST TRACK** effort in November 1996 to move persons who were recently unemployed back into employment, thereby reducing their need for public assistance.

In developing this plan, input was sought from 32 different community groups or individuals, as well as staff of the Department of Human Service. There have been four discussions with your Board, most of which have resulted in reports being distributed via local media outlets. Because of our proximity to Yuba County, we have mutually shared information on this topic.

A list of all of those persons and organizations receiving our draft plan and invitation to comment on the plan is found as the last page of the plan.

CURRENT PROPOSAL:

The plan which you are considering contains the following principles:

December 9, 1997

- A. Persons applying for public assistance (AFDC/TANF) in Sutter County are informed that they are expected to seek and maintain employment. (See applicant notification letter in Attachment 1.)
- B. Persons applying for public assistance in Sutter County are informed that they are required to be in "work activities" at least 32 hours each week.
- C. Sutter County staff will consider exceptions from approved Federal requirements on a case by case basis. As an example, women who have delivered a baby will be expected to return to work activities within 12 weeks, unless there are medical or emotional reasons to extend that period.
- D. Persons who are convicted of specific drug felonies will never be eligible for aid. (Their children will remain eligible for aid and payments will be paid by the Human Service Department directly to landlords, public utility providers, etc.)
- E. Persons who fail to secure proper vaccinations for their children will not be eligible for aid until the vaccinations are started. (The children will remain eligible, and aid will be paid directly to landlords, public utility providers, etc.)
- F. Job training will be focused extensively but not exclusively on short term (less than 12 weeks) efforts focused primarily on entry level jobs that are available within three hours of Sutter County.
- G. Persons who are unable to obtain employment will be required to participate in Community Service Work, up to 32 hours each week, until they are able to secure employment.

The plan you are reviewing is directed at assisting the 1404 adults receiving aid (TANF) in Sutter County to move into employment where possible. In order to assist persons our department will use a wide range of support services. Each of the primary support services offered is discussed in the following paragraphs.

JOB SEARCH, JOB CLUB, EMPLOYMENT ASSESSMENT:

Sutter County employees in the GAIN Program (who we now refer to as Employment Services Staff) will assess each applicant for public assistance, normally within one hour of their application at our department. From that assessment, persons will be assigned to a case load and plans developed which will identify the employment, family, and support needs of the applicant. Some applicants will go directly into a Job Search through our **FAST TRACK**

December 9, 1997

effort. Others will need additional preparation prior to beginning to seek employment. At this level training needs will be assessed, skills will be reviewed, and a plan leading to employment starts to develop. Two years ago, staff from the Sutter County Office of Education Career Training and Education Center were co-located with Sutter County staff. This has improved service to applicants and reduced the time necessary to develop a training plan for each applicant.

DIVERSION FROM AID:

A very small number of applicants may be prevented from securing employment due to lack of work tools, clothing, transportation to a work site, or similar one time problem. For this group of applicants we will make available a cash diversion payment in lieu of aid. Should this cash diversion not be successful, the amount of the diversion will be deducted from future aid payments.

EMPLOYMENT TRAINING:

Our department had extensive discussions with local providers of employment training. Attachment 2 identifies the training programs that Yuba Community College has developed to assist our applicants with short term training needs. Yuba College will also assist persons completing the training programs with job placement efforts. These training programs will be available to all students of Yuba College, so persons who need short term training to avoid becoming welfare recipients can benefit without ever going on aid.

The Sutter County Office of Education Career Training and Education Center will assist applicants with employment training, job placement, adult education classes, as well as English as a Second Language programs. Local ROP efforts will also be used for training of our applicants when appropriate.

The non-profit Center for Employment and Training has programs available to train applicants in truck driving, electrical assembly, and welding. This group also has available English as a Second Language for those persons needing such skills.

We are very pleased to have developed an arrangement with the Chamber of Commerce which will allow us to place one of our Employment Services Staff at the Chamber office to work with Chamber members to develop apprenticeship programs for a small number of our applicants. Please see letter in Attachment 3.

Our department also offers on the job training programs through our **PREP\AWAX** opportunities, where applicants can be placed on specific job sites for up to six months to learn a specific skill.

December 9, 1997

CHILD CARE:

With welfare reform there has been an increase of funds available for child care. County staff will be able to assist applicants in determining what child care best meets their needs. For those families who desire professional child care, the resources of the Childrens Home Society will be utilized. We are working with local child care providers to establish a single point of entry for applicants to enter the child care system. Yuba College has developed a program for training current applicants to become child care providers which will be used by our staff as appropriate. The development of additional child care providers may increase the availability of child care during non-traditional hours and on weekends.

We have received a letter from the Sutter and Yuba Counties Child Care Local Planning Council in response to the draft **CAL-WORK's** Plan sent to them. A copy of that correspondence is contained in Attachment 4. In the correspondence the Child Care Planning Council makes a number of recommendations, most of which have been included in our planning process. Some appear to be excessive and are not recommended. Among those areas staff is not recommending are: "a one to two hour orientation program on child care for **CAL-WORK's** participants." This might be a function the Planning Council may wish to offer as part of their efforts. We would be pleased to provide written information to participants, as long as it represents the entire spectrum of child care options available in this community. It is the position of staff that family involvement in providing child care is the first option available to all persons; therefore, we do not agree with the Planning Council that we should change the language in our plan to make all types of care equal. Staff continues to recommend that parents of newborns be expected to return to work activities within 12 weeks of the birth of a child. This appears to be within the time frame available to persons working in the private sector, and it is staff's view that the same standards should apply to **CAL-WORK's** Participants. In a similar area, staff continues to recommend that persons involved in the **CAL-WORKS's** Program be required to commit 32 hours per week to the various elements that comprise "work activities."

TRANSPORTATION:

County staff have been involved in discussions with staff from Yuba Sutter Transit to identify local transportation needs. It is recognized by all parties that most applicants will use their own vehicle or arrange transportation with friends or family. Often transportation is not reliable, causing difficulty in maintaining employment. It may not be cost effective to expand our local bus system to meet the needs of our applicants. Some type of car pools, subsidized vehicles, Jitney Buses, or other methods of transportation may be the most practical solutions. The solutions to anticipated problems continue to be explored. Attachment 5 contains the comments received from Yuba Sutter Transit.

December 9, 1997

SUBSTANCE ABUSE\ MENTAL HEALTH:

Federal and state law anticipate that many applicants will be impacted by the problems associated with substance abuse or mental illness. The Sutter County **CAL-WORK's** plan assigns a Substance Abuse Counselor and Mental Health Professional to the Welfare Client Center at 190 Garden Highway to assess applicants to determine if their substance abuse or mental health problems will impact their ability to work. Treatment groups will be offered for those with problems impairing their ability to find and maintain employment. It is anticipated that there will be very few applicants who will need to be referred to residential treatment programs. Current experience indicates that few clients will be identified who suffer from major mental illness

DOMESTIC VIOLENCE:

Federal and state law specifically require that special precautions be taken to assure that persons involved in domestic violence situations are exempt from actions that might place them in jeopardy of additional Domestic Violence. It is also required that county staff receive specific training regarding Domestic Violence. Attachment 6 contains our Memorandum of Understanding with Casa de Esperanza, the local Domestic Violence Shelter for staff training and applicant support.

CHILD IMMUNIZATIONS:

Federal and State laws require that all applicants for aid who have children provide proof that their non school age children have received appropriate inoculations. The Health Division of the Human Service Department has provided appropriate information regarding the schedule of inoculations for children. Applicants whose children need inoculations will be referred to the Health Division for services, and aid will not be granted to the adults until the inoculations are started. The Health Division will provide appropriate inoculation records for the families to use when the children start school or move to another community

JOB DEVELOPMENT:

It is clear that there are not enough jobs in our community to allow all of our applicants to obtain employment. To assist in job development our department is working with the Yuba Sutter Economic Development Corporation in preparing an application to the State of California Trade and Commerce agency for grant funds to develop new jobs in our community.

December 9, 1997

IMPACT ON COUNTY RESOURCES:

This proposal has great impact on county resources. As the charts in Attachment 6 indicate, expenditures for aid (AFDC/TANF) are currently averaging over \$600,000 each month in Sutter County. In the first four months of this fiscal year we have seen a reduction of aid paid from the same time in the preceding fiscal year of \$742,244. We are changing the philosophy of the largest division of the Human Service Department, and impacting over 1400 citizens of Sutter County. The changes we are proposing will impact schools, business, transportation, child care, and health care interests throughout our community. Attachment 7 provides a review of welfare caseloads in the first four months of this fiscal year in graph form

POLICY ACTION REQUESTED:

The Board of Supervisors is requested to continue its policy of moving our Welfare program to an employment focused, outcome based effort. It is further requested that your Board approve the attached **CAL-WORK's** plan and authorize the Human Service Director to submit it to the State for certification.

SUTTER COUNTY

CalWORKs Plan

October 30, 1997

Prepared by:

Edmund Smith, Director, Human Services Agency
Edward A. Fischer, Director, Welfare and Social Services
Myrnice Valentine, Program Manager GAIN
Jackie Stanfill, Social Worker Supervisor GAIN

This plan is submitted pursuant to Section 10531 of the Welfare and Institutions Code required
by The Welfare to Work Act of 1997, AB 1542.

EXECUTIVE SUMMARY

The goal of Sutter County is to implement basic assistance to the residents of Sutter County to allow them to move from welfare-to-work. This will be done through a combination of programs and supportive services which will assist able-bodied persons to obtain and keep employment in order to support themselves and care for their families. In designing and implementing this plan, priority has been given to employment activities that are approved to meet the Federal participation requirements. Exceptions to this priority will be made only when found to be of significant value toward the employment of an individual participant.

It is currently estimated that between two hundred (200) and three hundred (300) of the one thousand four hundred forty-one (1,441) CalWORKs participants in Sutter County are close enough to the job market to be able to receive minimal training and move into employment. It is also estimated that there are another seven hundred (700) participants who currently have limited skills, but with some assistance could be more competitive in the job market. It is also estimated that Sutter County has approximately two hundred (200) participants who are not ready for employment due to language barriers, mental health, drug abuse or other problems. Another three hundred (300) will be exempt from any form of work requirements due to exemptions including being aged sixty (60) or older; receiving State Supplemental Program, In Home Supportive Services, State Disability Insurance or Worker's Compensation or being incapable of maintaining employment or participating in welfare-to-work activities as determined by the County.

The program components which the County intends to utilize include Job Search, Job Club, Assessment, short term vocational training, Work Experience both in the public and private sectors and a Community Service Program. (See attached definitions). These will be used to prepare the participants for entry into or advancement in the labor market. The vocational training attended by participants will be community classes which are open to all interested parties.

In order to facilitate participant entry into the labor market, the department will utilize a wide range of supportive services, Mental Health professionals and Drug Abuse Counselors. There will also be emphasis on job retention by providing assistance to both the employer and the employee.

In order to assist the job ready participants who are prevented from working due to the lack of work tools, clothing, transportation, or other such barriers, the County will make available a cash Diversion payment in lieu of cash assistance. This determination will be made during the intake process to determine if a barrier to employment exists which could be eliminated by giving the participant a cash payment. If a cash payment would eliminate the barrier and allow the participant to obtain employment cash assistance may be provided to the participant eliminating the need for them to go on welfare.

W & I Code Section 10531 (a)

COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING AND SUPPORTIVE SERVICES

The following information describes collaboration between Sutter County and public and private agencies regarding training and supportive services to CalWORKs participants:

Training:

Sutter County is involved in ongoing discussions with local adult education providers. The providers in the public sector include Yuba Community College, Marysville Adult School, Sutter County Schools, Career Training and Education Center (CTEC) and Tri-County Regional Opportunities Program. Discussions include the types of training needed to meet the needs of Sutter County CALWORKS participants, as well as delivery of the training, emphasizing short term intensive vocational training with open entry/open exit modes of enrollment and job placement assistance following successful completion of the training. Vocational training will be closely connected to the local labor market, and should include food service, retail sales, providing child care, and beginning clerical skills, which would assist CALWORKS participants obtain employment quickly. Vocational Education providers are eager to work with Sutter County to provide needed services in a flexible manner. Although the primary focus will be to obtain entry level jobs as soon as possible, it may be necessary for some participants to attend adult basic education (basic math and reading skills), GED Preparedness (high school equivalence) or English As a Second Language classes. Such classes will need to be open entry/open exit, as well as scheduled around the normal work day so that CALWORKS participants can work and receive basic education instruction while maintaining employment.

Sutter County has been in contact with the Center for Employment and Training (CET) which is a private nonprofit agency. CET's vocational training includes truck driving, electrical assembly and welding. They also provide a concurrent English-As-A- Second Language component for those enrollees who could benefit from those skills.

The Yuba-Sutter Chamber of Commerce is considering offering its membership the opportunity to assist in training participants. Training will be unpaid work experience where participants are put into training positions to learn a skill from a professional who is already working in the field. The local Chamber has conducted forums for local business on the impact of Welfare Reform and has been active in presenting the needs of business to Sutter County Welfare staff as we consider the development of our community plan.

Sutter County does not have a Refugee Employment Service Plan because such a plan is not appropriate for Sutter County.

The following is a list of basic education needs of Sutter County CALWORKS participants and the providers who are offering to meet the needs:

English-As-A -Second Language	Yuba Community College; Marysville Adult School; Sutter County Schools; CTEC; Tri-County ROP; CET Center
Adult Basic Education	Yuba Community College; Marysville Adult School; Sutter County Schools; CTEC; Tri-County ROP; Live Oak Adult School
GED Preparation	Yuba Community College; Marysville Adult School; Sutter County Schools; CTEC; Tri-County ROP; Live Oak Adult School

The following is a list of the fastest growing entry level occupational fields in the Yuba-Sutter Metropolitan area. The providers of the training are identified as follows:

ENTRY-LEVEL, UNSKILLED JOB TRAINING: PROVIDER:

Retail Service Industry	Tri County ROP; Work Experience
Food Service Industry	Tri County ROP; Yuba College;
Housekeeping Industry	Work Experience
Security Industry	Work Experience to be developed with private security firms through UWEX program

ENTRY LEVEL, SKILLED JOB TRAINING: PROVIDER:

Child Care	Yuba College
Truck Driver, Heavy/Light	CET Center
Clerical/Office Worker	Tri County ROP; Yuba College
Health Profession	Yuba College; Tri County ROP
Grounds keeping/Gardener	Work Experience
Construction	Work Experience
Equipment Repair	Yuba College; CET

Supportive Services:

The Supportive Services necessary to assist participants' transition from welfare to work, as well as the probable providers are listed below:

	PROVIDER:
Child Care Assistance	Children's Home Society
Transportation Assistance	Yuba-Sutter Transit
Substance Abuse Counseling	Yuba-Sutter Mental Health: AA; Pathways; First Steps;

Mental Health Counseling	Yuba-Sutter Mental Health
Tools/Clothing	Purchased from local vendors
Educational Books & Supplies	Purchased from local vendors
Domestic Violence Counseling	Casa de Esperanza
Health Screening	Sutter County Human Services Department through the Health Division
Prevention/ Diversion Assistance	Sutter County Dept. Of Human Services-Employment Services Division

Child Care:

Sutter County has consulted with local child care providers to discuss unmet child care needs including availability of infant care, night and weekend care and care in remote locations. These providers include Children's Home Society and the Yuba-Sutter Local Child Care Planning Council. Children's Home Society is the local Resource and Referral agency and will be assisting CalWORKs participants in locating child care if they are unable to do so themselves. Sutter County and Children's Home Society have a long standing cooperative relationship which allows for the referral of participants from one agency to the other. Sutter County has made clear the need for expanded night and weekend services and is reinforcing the need at all collaborative meetings.

Transportation:

Public transit service in Sutter County is provided by the Yuba-Sutter Transit Authority through a combination of urban fixed routes; urban area Dial-A Ride service for seniors (age 62 and over) and persons with disabilities; Sacramento commuter and midday service; and, a limited rural route from Live Oak to Yuba City. Yuba-Sutter Transit is a Joint Powers Authority formed by Sutter and Yuba Counties and the Cities of Yuba City and Marysville that operates a fleet of 22 vehicles including a mix of 15 passenger mini-buses, 28 passenger fixed route buses and 45 passenger commuter buses.

Fixed route service in Yuba City linking with service to Marysville, Linda and Olivehurst operates every weekday from 6:30 a.m. to 6:30 p.m. Dial-a-Ride service is provided during the same weekday hours and from 9:00 a.m. to 3:00 p.m. each Saturday. No service is available on Sunday. The commuter service offers four early morning and late afternoon weekday schedules to downtown Sacramento. An additional midday round-trip also serves downtown Sacramento along with the major medical facilities in East Sacramento. The Live Oak route offers one round trip every Monday, Wednesday and Friday to Yuba City and Marysville.

Yuba-Sutter Transit is in the process of completing an update of the Yuba-Sutter Short Range Transit Plan which will serve as a guide for the system's development over the next five years. In preparation for this plan, Yuba-Sutter Transit hosted a community workshop in September 1997 for the purpose of receiving input on what the transportation needs are in the two counties especially as they relate to welfare reform. Comments at the workshop focused on the need to increase the capacity, service frequency and scope of the existing system as well as the provision of night and weekend services. The

cost and feasibility of these and other possible service improvements will be fully evaluated in the Short Range Transit Plan which is expected to be adopted by the Yuba-Sutter Transit Board of Directors in April 1998.

Tools/Clothing/Educational Books/Supplies:

Sutter County, through the CalWORKs program has purchasing agreements with a number of retailers to assist the participants in obtaining necessary clothing, equipment and supplies.

Substance Abuse And Mental Health Assessment and Treatment:

Substance abuse and mental health counseling will be provided, when necessary, by professionals from the Yuba-Sutter Mental Health Division of the Department of Human Services. These staff will be located on site at the client center of the main welfare division. The Mental Health staff will do assessments, short, long term individual and group counseling to assist the participant to overcome employment barriers. Participants will also be referred to existing treatment agencies in the community or through a contract referral to Sutter County Substance Abuse Program, as needed. It is not anticipated that a significant number of CalWORKs participants will be impacted by mental illness.

Domestic Violence Assessment and Counseling:

Domestic Violence counseling will be provided by Casa de Esperanza, the Domestic Violence Center located in Yuba City. In addition Casa de Esperanza staff will provide training to welfare division staff. This training will include recognizing symptoms of domestic violence and steps to take to obtain safety and counseling. In the event that a participant reports being a victim of domestic violence, but is hesitant or unwilling to go to Casa de Esperanza for counseling, a staff member of Casa de Esperanza will come to the welfare division to make initial contact with the CalWORKs participant.

Health Screening:

Health screening is to be arranged through the Sutter County Medical Outpatient clinic as needed. CalWORKs participants in Community Service and Work Experience components will receive screening necessary, to insure that they are able to safely participate in a work activity. As an option, Sutter County may arrange for other participants to have a health screening. Sutter County could then provide the participant with a letter show to potential employers stating that the participant was screened and found to be medically able to work. This could be presented to employers to verify that the person is physically able to perform the work for which they are being placed. Another option would be for participants to voluntarily participate in drug screening in order to certify to the employer that they were drug free at the time of testing.

W & I Code SEC 10531 (b)

PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

In formulating the welfare to work plan Sutter County has established partnerships in both the public and private sector to identify jobs. Sutter County is in discussion with Yuba Community College and the Yuba-Sutter Chamber of Commerce regarding the employment aspects of CalWORKs. Joint forums have been held where information was presented to the business community regarding welfare reform and how it might impact business. Members of the business community were asked for descriptions of what they were looking for in an employee. In addition, employers are being approached on an individual basis by Sutter County CalWORKs staff who go to individual businesses to inform them of welfare reform changes and market the welfare to work programs. These developing partnerships will identify jobs by establishing ongoing relationships between the employers and Sutter County. This contact will facilitate the sharing of information regarding jobs available and Sutter County's role in assisting CalWORKs participants.

Sutter County has also established partnerships with the private sector through participation in the CTEC initiated "ONE STOP" Employment and Training Partnership. Private sector members of that group include Yuba-Sutter Economic Development Corporation; Yuba-Sutter Transit; Community Business Representatives; and members of the Private Industry Council (PIC). This group meets to discuss employment trends, relevant training programs, barriers to employment and ways to obtain job orders and respond with appropriate applicants. This effort lead to the development of "Job Central" which is a shared employer and job available data base used by "ONE STOP" Partners.

The Yuba-Sutter Economic Development Corporation has an ongoing program focusing on retaining existing businesses as well as bringing new industry to this area. The Corporation maintains an ongoing labor market survey to remain aware of local jobs.

A number of employers are active are accepting and training CalWORKs Pre-Employment Preparation (PREP) employees. PREP participants are assigned to positions in public or private non-profit agencies in order to learn basis work skills. In evaluating PREP employees with Sutter County CalWORKs staff, these employers provide valuable input regarding desired qualifications for future employees. Fremont-Rideout Health Group (local medical provider) is also working with Tri County Regional Occupational Program regarding "step-up" programs from Certified Nursing Assistants to Licensed Vocational Nursing.

Sutter County is currently discussing plans with the Yuba-Sutter Chamber of Commerce to locate an Employment Specialist in the Chamber office one day per week. This staff would be at the Chamber to discuss with employers apprenticeship programs and attempt to match participants to interested employers.

W&I Code Sec.10531 ©

LOCAL LABOR MARKET NEEDS

In order to detail the local labor market needs, Sutter County will use information provided by the State of California Employment Development Department in that department's annual projections for the Yuba-Sutter Metropolitan area. Local labor market information will also be obtained from the Yuba-Sutter Economic Development Corporation, Yuba College Career Placement Office, Tri County Regional Occupation Program (who work with an employer panel to determine training in demand) the California Career Information Center Computer Program, the "Job Central" labor market survey and any other information which identifies current occupations and trends.

W&I Code Sec.10531 (d)

WELFARE-TO-WORK ACTIVITIES

Sutter County will provide a range of welfare to work activities to assist CalWORKs participants in seeking and obtaining unsubsidized employment. Priority will be given to activities which are approved by Federal regulations. The activities are listed below:

- Unsubsidized Private Employment (including self-employment)
- Subsidized Private Employment
- Subsidized Public Employment (including Work Study)
- Work Experience
- On-The Job Training (Including grant-based OJT)
- Job Search and Readiness Assistance
- Community Service
- Vocational Education Training
- Child Care Services for Individuals in Community Service Programs

The following activities will be allowed when it is determined that taking part would significantly improve the chances of the participant to move from welfare to work:

- CalWORKs Adult Basic Education (including basic education, GED and ESL)
- Job Skills training related directly to employment
- Secondary School Attendance
- Supported Work (Job Coaching)
- Transitional employment
- Job Retention Services
- Assessment
- Grant Based OJT

Sutter County is developing services which will teach participants skills and problem solving needed to retain employment once they are hired. While CalWORKs participants are conducting a supervised job search, they will be given instruction regarding job retention skills so they know how to respond when problems arise on the job. For example, information discussed may include how to handle a conflict with a co-worker or what to do if they will be late to work. If necessary job retention workshops and support groups will be formed for ongoing assistance. CalWORKs staff will be available to respond to employers at their place of business when there is a conflict on the job or a CalWORKs participant is in danger of losing their employment.

W&I Code Sec. 10531 (e)

SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

Sutter County will have professional substance abuse treatment staff located on-site at the CalWORKs client center at the welfare application location. This staff will provide evaluations of CalWORKs participants (referred from the Income Maintenance or Employment Service divisions). The Substance Abuse staff will evaluate participants to determine if a substance abuse problem exists which is a barrier to employment. Those participants found to have substance abuse barriers will receive counseling and case management from the on-site staff, participate in short term groups or be referred to the County substance abuse program for treatment of more severe problems. The substance abuse staff will also refer participants to resources and programs in the community such as AA, First Steps, Pathways, Casa de Esperanza who will provide the intensive treatment necessary to assist the participant to overcome the existing problem.

Sutter County will have on-site professional mental health staff located at the client center of the welfare application location. This staff will be available to provide assessment of participants (referred from the Income Maintenance or Employment Service divisions). The mental health staff will determine if a mental health problem exists which is a barrier to employment and the participants ability to work. Those found to have mental health barriers may receive treatment on-site, be involved in short term groups or may be referred to Mental Health for treatment of more severe problems. Those found to have severe mental health problems will also be referred to Social Security to apply for disability benefits. Mental Health staff may determine that some participants have conditions which are not mental health disorders, but may be helped from counseling or support groups.

Staff from Mental Health and Substance abuse programs will provide training to staff administering the CalWORKs program regarding interaction with people who have problems and need some family counseling, but who are not necessarily in need of counseling for severe problems.

W&I Code Sec. 10531 (f)

MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

If the CalWORKs participant has complied with their employment plan and has not obtained employment within 18 or 24 months they will be offered additional services if a mental health barrier to employment is identified. Mental health staff will assess participants to determine if a mental health condition exists which is a barrier to employment. Those found to have barriers may receive treatment on-site, be involved in short term groups or be referred to Mental Health for treatment of more severe problems. The mental health staff may determine that some participants have problems which are not truly mental illness, but may be helped by short term or group counseling.

W&I Code Sec.10531 (g)

CHILD CARE AND TRANSPORTATION SERVICES

The child care and transportation services which are available are discussed below:

Child Care

Sutter County CalWORKs staff will provide the Cal WORKs participant with a verbal explanation of what provider options and payment methods are available in order for the CalWORKs participant to make an informed choice regarding child care. If the participant needs assistance locating a provider of child care, Sutter County will refer them to the local area Community Resource and Referral Agency which is The Children's Home Society to enable them to obtain a list of potential child care providers. If the participant is unable to locate a provider due to special needs of the child, or a remote location with no providers available, CalWORKs staff will assess the situation for a possible exemption from participation in work activities. Child care offered by the participant's family or friends are acceptable options and may qualify for reimbursement.

Sutter County will provide payment for child care during the first six (6) months of CalWORKs participation (Stage 1). Prior to the end of eligibility for Stage I child care (6-months or family stability, whichever comes first), Sutter County will complete a written referral to one of the Department of Education Alternate Payment (AP) Providers in Sutter County and direct the participant to contact the AP regarding the continuance of child care payment. Sutter County will contact the AP in order to inform them of the referral and when the eligibility for Stage I child care ends. Every effort will be made to avoid disruption to the child care provider or the arrangement made during the Stage I payment period.

Currently, Department of Education Alternative Payment programs are operating in the Department of Human Services, Social Services Division and Children's Home Society.

Parents of a newborn will be expected to begin or resume participation in the CalWORKs program at 12 weeks after the birth of the child. If the health of the child; the availability of appropriate and adequate child care; mental health issues; or, other issues are determined to be so severe that such circumstances would prohibit the individual from CalWORKs participation, one parent may receive an exemption from participation in the CalWORKs Program for up to 12 months.

Transportation:

At the time they are referred for participation in CalWORKs, participants will be verbally informed of the availability of different types of transportation such as car pools, bicycles, walking or public transportation or other modes of travel.

It is anticipated that the majority of CalWORKs participants will utilize transportation by private vehicle. This is expected to be either in a car pool or in a vehicle owned by the participant. Public

Supportive Service funds will be available to reimburse the participants for their reasonable transportation expenses incurred while completing an activity assigned by CalWORKs staff.

W&I Code Sec.10531 (h)
COMMUNITY SERVICE PLAN

The Sutter County Human Services Department, Welfare Branch will develop the Community Service Work program for CalWORKs participants who have completed their assignments and have been unable to secure employment. Community Service assignments will be made in public or private nonprofit agencies in positions which will teach the participant the basic employment ethics and positive attitudes. Community Service sites could accommodate individuals or large groups based on the availability of work and supervision. The work performed will not displace existing positions.

Sites being sought for Community Service Projects include but are not limited to Sutter County, City of Yuba City, Yuba-Sutter Fairgrounds, City of Live Oak, Town of Sutter, Levee Districts, and local charitable organizations.

In order to have vehicles and other essential equipment available, the Community Services Program will be active seven days per week. This will allow participants in the CalWORKs program to complete their community work assignment and continue to seek employment or employment training. Participants may be given a health screening prior to being assigned to a project in order to minimize injuries.

On some of the Community Service work sites, the employing agency will provide supervision of the CalWORKs participants. When supervision of a larger group of participants is needed, Sutter County may provide the direct supervision. In other cases, Sutter County will have a person assigned to be the work site liaison. That person will be available should any type of problem with a participant arise. A Community Service Employment Specialist will conduct daily "rounds" of the work sites to review the performance of the participants. Those participants who are not performing adequately due to behavior attitude problems or skill deficient will be removed from the work site and referred to their Employment Case Manager to review consequences of their unsatisfactory performance.

W&I Code Sec.10531 (I)

WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

In order to identify and assist with families who are involved in domestic violence, Sutter County will provide initial and ongoing training for county staff who will be working with victims. Training will be provided by staff members of Casa de Esperanza, the local women's shelter. Social Workers assigned to the Sutter County Domestic Violence Response Team will provide additional training.

Other training and information will be obtained from the Sutter County Domestic Violence Council which is active in the community. The Council is committed to providing education and training regarding domestic violence. They are also a source of ongoing input into the causes, interventions, training and preventive elements of the domestic violence problem. The Council comprises a variety of interested representatives from the Judicial System, the District Attorney's Office, Probation, Human Services, Local Schools, Casa de Esperanza, Fremont-Rideout Health Group and other concerned members of the community.

Participants identified by staff as victims of domestic violence may be evaluated by staff of Casa de Esperanza. A determination can then be made as to what program requirements might be waived while the person seeks assistance with domestic violence problems.

W&I Code Sec.10531 (j)

PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES

Sutter County established performance outcomes to meet local objectives. The overall goal of the plan is to increase the number of participants working, retaining employment and achieving economic self-sufficiency. The following are goals to achieve this objective:

GOAL ONE: Moving Families and Individuals from Welfare to Work:

Outcome - Decrease TANF caseloads due to employment

Measure - Caseload size

Outcome - Increased number of TANF placements

Measure - Number of job placements

Outcome - Increase TANF work participant rate

Measure - Number participating

Outcome - Increased number of TANF cases with earnings

Measure - Number of cases with earnings

GOAL TWO: Increased Earned Income:

Outcome - Increased number of TANF cases with grant reductions

Measure - Number of cases with grant reductions due to earnings

Outcome - Increased number of child support orders/amount of collections

Measure - Number of Child Support order/amounts of collections

Outcome - Increased job retention

Measure - Number of participants who retain employment

GOAL THREE: Increased Access To Resources To Work Toward Supportive Services:

Outcome - Increased participant education regarding supportive services

Measure - Use of supportive services

GOAL FOUR: Increased Service Effectiveness

Outcome -Increase employer satisfaction

Measure -Increased number of employers

Evaluation of Data

Data must be analyzed to determine:
whether the data elements being measured are accurately and fully measuring
progress toward goals and objectives.

W&I Code Sec.10531 (k)

PUBLIC INPUT TO SUTTER COUNTY PLAN

In order to obtain public input in the development of this plan Sutter County continues to meet with a number of organizations, schools and training providers, private and public employers, child care advocates, and transportation providers in order to obtain as much input into the plan as possible. After the plan was written in draft form, but prior to being approved by the Sutter County Board of Supervisors, the department distributed a number of copies of the draft plan, with the request that any suggestion, comments, concerns or modification be given to Sutter County for consideration and possible inclusion in the final plan.

COUNTY PLAN BUDGET
1997/98 STATE FISCAL YEAR

SECTION 1

	<i>Total</i>	<i>FED/STATE FUNDS</i>	<i>COUNTY FUNDS *</i>
Food Stamp Administration (For County MOE Purposes)	885,000	770,000	115,000

SECTION 2

Note: The following categories are for information purposes only and are not an indicator of specific claiming categories

	<i>Total</i>	<i>FED/STATE FUNDS</i>	<i>COUNTY FUNDS *</i>
TOTAL CalWORKs Admin & Services Item (A) thru (D)	3,387,201	3,058,482	328,719
(A) TOTAL CalWORKs Single Allocation Items (1) thru (7)	2,838,827	2,510,108	328,719
(1) Benefit Administration (AFDC)	1,179,566	1,042,975	136,591
(2) Program Integrity (Fraud)	180,000	159,159	20,841
(3) Staff Development/Retraining	77,473	68,503	8,970
(4) Welfare-to-Work Activities	1,109,421	980,951	128,470
(5) Cal Learn	81,733	72,273	9,460
(6) Child Care - 1st half of 1997/98	210,634	186,247	24,387
(7) Other Activities ***	0	0	0
(B) Child Care - 2nd half of 1997/98	464,519	464,519	0
(C) Mental Health Treatment	31,057	31,057	0
(D) Substance Abuse Treatment	52,798	52,798	0

* When combined with food stamp administration, the total level of estimated county funds for CalWORKs administration and services meet the requirement of Section 15204.4 of the W & I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.

** If other sources of funding are being made available for an activity, please identify on a separate page.

*** Please identify "other activities" on a separate page.

W&I Code Sec.10531 (m)

ASSISTING FAMILIES TRANSITIONING OFF AID

Sutter County is committed to provide support to participants who transition off cash assistance due to either expiration of the time limits or employment. The assistance being provided is described below:

Assistance for those individuals who are transitioning off aid due to time limits:

- Money Management
- Mental Health/Substance Abuse Services
- Medi Cal
- Food Stamps
- WIC
- EPSDT Health Screening for children
- Referrals job services or training if requested

Assistance for those families who are transitioning off of TANF due to employment:

- Transitional Child Care referral
- Job Retention Services
- Medi Cal
- Food Stamps
- WIC
- EPSDT Health Screening for children

JOB CREATION

Economic Development Corporation:

The Yuba-Sutter Metropolitan Area has an ongoing effort established focused on bringing industry and business to this area. Parts of the Yuba-Sutter area have been designated an Enterprise Zone, which offers existing and new businesses a variety of tax and other incentives that can reduce cost and increase local revenue.

A Yuba-Sutter Economic Profile was published recently. The document, provided by the Yuba-Sutter Economic Development Corporation, is designed to inform potential new industries of the benefits of locating in the region. The publication describes 10 reasons for locating a business in the area, including: affordability, business support, central location, labor force, water, highway access, a state of the art landfill, industrial parks, natural resources, and the quality of life. The Profile is being made available to companies in order for them to consider the possibility of locating a new business in the region.

The Economic Development Corporation is also supporting a "Market Yuba-Sutter" committee." Market Yuba-Sutter" is an awareness campaign dedicated to sharing the many reasons that this region is great. Once the public awareness is heightened, the great aspects of the area will be shared with company co-workers and friends.

Expansion jobs providing Child Care:

The implementation of CalWORKs will bring about an increase in the number of child care providers needed in the area. Yuba College currently has a Child Care Development certificate program which trains students to be child care providers. The program is located on the Yuba College campus and the children who attend are children of college students. In anticipation of the need for increased child care openings, Sutter County joined with the sixteen Northern California Counties Private Industry Counsel (PIC) consortium in applying for funds which would expand the type of program which is operated by Yuba College. The focus of this plan is to expand child care training of to meet the anticipated market increase, and care for the children of other participants in work and training activities. The consortium was awarded a grant for this purpose in the amount of \$320,000 over two years. The expansion of this program will create a number of child care slots immediately and a number of jobs in the child care industry in the future.

W&I Code Sec.10531 (o)

OTHER ELEMENTS

Sutter County wishes to pursue a pilot project related to the Cal-Learn program. Specifically, Sutter County would like to administer the program as currently existing in the law, with the exception of the bonus payment for teen parents who receive satisfactory grades or graduate from high school.

Sutter County feels that teen parents who receive cash payments for satisfactory completion of school requirements are receiving a benefit which is not offered to teens who are not parents and are achieving the same satisfactory grades. Therefore, Sutter County would like to pilot a project which will include the sanction for unsatisfactory progress, but eliminate the bonuses payments.

W&I Code Sec.10531 (p)

COMPLIANCE WITH REQUIREMENTS OF CalWORKs

In order to meet the requirements of CalWORKs, Sutter County intends to require adults to begin immediately working the maximum number of hours possible. Participation at that level more closely reflects the hours of a realistic work day and would better prepare the participants for unsubsidized employment. The requirements are as follows:

Single Parent Household: required weekly participation of 32 hours per week

Two Parent Households: Both parents must be making progress in work activities that total 55 hours a week, 50 of which must be in Federally "countable" activities.

Self Initiated Persons(SIP): Required to concurrently participate in work or other work activities as need to achieve 32 hours per week.

W&I Code Sec.10531 (q)

INTERACTION WITH AMERICAN INDIAN TRIBES

Sutter County does not contain any Federally recognized American Indian Tribes.

CERTIFICATION

**THIS PLAN HAS BEEN DEVELOPED IN ACCORDANCE WITH THE APPROPRIATE
FEDERAL, STATE AND COUNTY LAWS AND REGULATIONS. THE TERMS OF THIS
PLAN, INCLUDING ALL CERTIFICATIONS WITHIN THIS PLAN, AND ALL
APPLICABLE LAWS AND REGULATIONS WILL BE FOLLOWED DURING THE
IMPLEMENTATION AND EXECUTION OF THIS PLAN.**

County Welfare Department Director's
Signature

Chairperson of the Board of Supervisors
Signature

The foregoing letter was sent to:

Káren Naylor, Chamber of Commerce
Gary Armento, Economic Development
Leila Rai, President, Chamber of Commerce
Marsha Krause Taylor, Casa de Esperanza
Tom Hayes, FRHG
Jeff Fultz, Yuba City Administrator
Steve Leanne, Live Oak City Administrator
John Boyd, Sutter County Schools
Bob Kruse, YCUSD
Sam Hill, Live Oak Unified School District
Wayne Gadberry, Sutter Unified School District
Ilene Jacobs, CRLA
Konnie Lewin, Yuba County Social Services
Cindy Lee, Pathways
David Davini, ROP
Bob Ginther, CTEC
Charlie Peterson, Private Industry Council
Paul Mendoza, Yuba College
Celest Seager, Yuba College
Jan Dunstan, Yuba County Administrator
Deb Coulter, FRHG
Lou Binninger, Church of Glad Tidings
Gary Stuckey
Sutter County Personnel Department
Yuba Sutter Head Start
Christian Assistance Network
Yuba County Schools
Sutter County Housing Authority
Salvation Army Adm.
Sutter County Probation
Sutter County District Attorney and Family Support
Sutter County Public Defender

cc: Jim Scanlon